November 13, 2012

MEMORANDUM

TO: The Honorable Brian Schatz
   Lieutenant Governor, State of Hawai‘i

FROM: David Lassner
   Vice President for Information Technology and Chief Information Officer

SUBJECT: Notification of Approved Reorganization, University of Hawai‘i, Office of the Vice President for Information Technology and Chief Information Officer

Transmitted for your files is a copy of the reorganization which was approved by the University for Information Technology Services.

If you have any questions on this matter, please contact Steve Smith at 956-2808, or me at 956-3501.

Enclosures (Approved Chart and Functional Statement)

c: The Honorable Kalbert K. Young
   Director, Department of Budget and Finance
The Honorable Barbara A. Krieg
   Director, Department of Human Resources Development
   University System Office of Human Resources
   √/University Budget Office
STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR INFORMATION TECHNOLOGY/
CHIEF INFORMATION OFFICER

FUNCTIONAL STATEMENT

Introduction
Information Technology Services has responsibility and authority for University of Hawai'i information technologies including telecommunications, academic computing and administrative information systems. It has operational responsibility for UH-Mānoa campuswide facilities and services, and Systemwide responsibility for planning, policy, coordination, external relations and operational activities cutting across campuses.

Major Functions
Provides a broad range of information technology facilities to meet the instruction, research, public service and administrative needs of the University community, including appropriate centralized computing facilities for the System, campuswide computer lab facilities for UH Mānoa, and libraries of software.

Provides a broad range of information technology services to meet the instruction, research, public service and administrative needs of the University community, including dissemination of information relating to the use of information technology in higher education, provision of informal classes, seminars, training and documentation in the effective use of information technologies, and consultation and support in the planning and use of information technologies to meet specific functional statements.

Provides effective and secure administrative information systems (fiscal, student, human resources, budget, etc.) and assists users in accessing these systems for transaction processing, updating information, and retrieving relevant data and reports.

Provides effective and economical telecommunications networks that supply voice, data and video services to meet Systemwide needs relating to instruction, research, public service and administration, including the provision of Systemwide access to and external liaison with state, national and international networks and information technology services.

Provides instructional technologies to facilitate Systemwide access to high-quality higher education; coordinates Systemwide use of shared telecommunications and distance education technologies; and operates UH Mānoa-based distance education technologies and systems.

Makes available robust and modern cyberinfrastructure capabilities and services for the Statewide UH research community including high performance computing, research data storage, research data management support, scientific visualization, and collaborative research environments.

Develops strategic plans, programs and policies pertaining to all aspects of information technology; provides consultation to University executive offices relating to information technology; promotes and represents the university's information technology activities, programs and plans within the University and to relevant Statewide, national and international communities.